



National Finance Center Customer Notification

Date of Notification: November 18, 2009

Subject: NFC's Thanksgiving Day Holiday

Database/Customer(s) Affected: All

Dear Customer:

In observance of the Thanksgiving Day Holiday, the National Finance Center's (NFC) offices will be closed Thursday, November 26, 2009, including the following help desks: (1) NFC's *EmpowHR* Help Desk, (2) NFC's Payroll/Personnel Call Center, and (3) NFC's webTA Help Desk servicing designated USDA and HUD customers.

All NFC applications will remain available during the holiday and payroll/personnel processing will continue on the normal schedule. Pay Period 23 T&A's may be transmitted as early as Friday, November 20, 2009 but should be submitted no later than COB Tuesday, November 24, 2009.

Please note: For all databases, the first PAYE pass for Pay Period 23/2009 will run on Friday, November 27, 2009 with the second PAYE pass executing on Saturday, November 28, 2009. This is a change from our normal processing schedule. Agencies are encouraged to inform their employees of this change.

As always, the NFC Operations and Security Center (OSC) will be available for 24 hours per day, 7 days per week at 1-800-767-9641, 504-426-6435, or via email to OSC.ETIX@usda.gov.

If you have any questions regarding this notification, please contact NFC's Client Management Branch at Customer.Support@usda.gov.

KJS/M2-10-002/002

Tip of the Week

The 2010 Federal Benefits Open Season runs from Monday, November 9, 2009, through Monday, December 14, 2009. During Open Season you can obtain information on the Federal Employees Health Benefits Program, the Federal Employees Dental and Vision Program and the Federal Flexible Spending Account Program.